

ROUTING AND RECORD SHEET

TRAINING

SUBJECT: (Optional)

Letters of Appreciation to members of
Language Incentive Implementing Committee

EK 79-2688/3 +/4

FROM:

Clifford D. May, Jr.
Acting Deputy Director for
Administration

EXTENSION

NO.

DDA 79-0818/8

DATE

6 September 1979

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Executive Registry

7 SEP 1979

VR

2.

3. Deputy Director of
Central Intelligence

7 SEP 1979

2

For Signature

4.

Frank:

5.

DDA

6.

7.

8.

9.

10.

11.

12.

13.

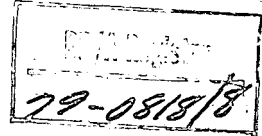
14.

15.

Attached are letters commending those who participated in the development of the new language incentive program. Included are the Language Incentive Implementing Committee members and others who were called upon for expert advice and assistance. I would appreciate your signature on the attached letters.

Clifford D. May, Jr.
Acting Deputy Director
for
Administration

CONFIDENTIAL

OTR 79-3729
29 August 1979

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[REDACTED]
Chief, Language Incentive Implementing
Committee

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SUBJECT: Language Incentive Implementing Committee--
Completion of Task (U)

1. On 24 April 1979, you appointed, in coordination with the three other deputy directors, a Language Incentive Implementing Committee [REDACTED]

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[REDACTED] The committee has completed your charge to us and established a new Language Incentive Program which was submitted to the Deputy Director of Central Intelligence on 24 August 1979 for approval and publication. (C)

2. As of 1 October 1979, when the program begins, responsibility for administration and monitoring of the program should evolve to the Language Development Committee, which is chaired by [REDACTED] the Deputy Director of Training. Essentially, the same people can carry on the work, thanks to the coincidence of membership of the two committees. (U)

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3. Members of the Implementing Committee were congenial, cooperative, communicative, and hard working. Each brought individual views and problems which were modified and resolved in the interest of creating an Agency language incentive program. The committee received strong support from many others who were not formal members. We could not have accomplished the job without the expert knowledge and creative thinking of my colleague [REDACTED] [REDACTED] Deputy Chief of the Language School, who continues

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SUBJECT: Language Incentive Implementing Committee--
Completion of Task (U)

to brief component training officers from all directorates on the mysteries of defining and writing Unit Language Requirements. [redacted] Chief, Compensation Division, Office of Finance, attended an early session of the committee and has since supplied us with financial and regulatory information which is crucial to the program. His contribution was equivalent to that of a regular committee member as was the participation of [redacted] the new Senior Training Officer for the Directorate of Science and Technology, who is replacing [redacted] in her role as a member of the Implementing Committee. [redacted] (Foreign Broadcast Information Service) was also an invited participant in anticipation of his becoming the Language Development Committee representative for the Directorate of Science and Technology. (U)

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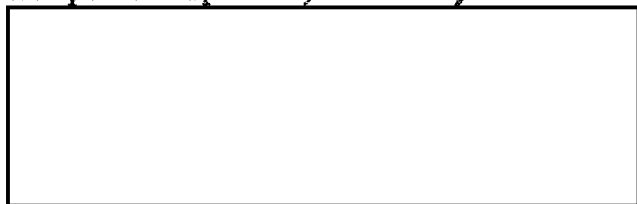
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4. It has been professionally broadening and personally invigorating to work with this group of people. We functioned informally, openly, and honestly; we hope we have been productive. We know we have enjoyed the experience. (U)

5. Attached are letters of appreciation, to members of the committee and others who participated, for Mr. Carlucci's signature. (U)

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Attachments:
Nine Letters

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